

Disk Tools™

For IBM PC/XT/AT and Compatibles
Apple //e, //c and //GS
Commodore 64/128

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Expert Software
New York, NY 10156

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1. Introduction

Disk Tools is a collection of programs that makes it easier to perform disk functions. The program is easy to use by simply following the prompts on screen as you go.

The documentation is modeled after the Commodore version of the program so there may be slight differences in the IBM and Apple versions. Simply follow the on-screen prompts.

2. Loading Instructions

Insert the disk into the drive with the label facing up and oval facing towards the drive's door. Note the oval opening that exposes the disk inside it's cover. This should NEVER be touched or exposed to any elements that are hazardous to a disk's life, such as dirt, dust, soda, grease, magnetic fields, extreme temperatures, tuna salad, etc. Just about anything that would interfere with the disk drive's little, tiny read/write head is a hazard, so be careful.

2.1 Commodore 64 and 128

This is a 64K, 40 column program so that it operates both on the Commodore 64 and the Commodore 128 in 64 mode.

To put your Commodore 128 into 64 mode, hold down the Commodore logo key (bottom, left) when you turn the computer on. If you are in the 128 mode, you can type GO64. The computer is ready when you have a blue screen that says: "64K RAM System. 38911 Basic Bytes Free." and the cursor is blinking. Type: LOAD"*",8,1 and press the RETURN key.

2.2 Apple //e, //c and //GS

Put the disk in the drive and turn on the computer. The program will automatically load.

2.3 IBM PC/XT/AT and Compatibles

First make a working copy of the program so you can put the original disk away. First load DOS from drive A. Insert a blank disk into drive B. At the A prompt, type DISKCOPY A: B: and press Enter. Then insert your original Disk Tools disk into drive A and press any key. Label your back up diskette Working Copy Disk Tools. And store your original Disk Tools disk away for safekeeping.

Before you start using Disk Tools, you have to install the program. You need your DOS disk which should contain the following files: COMMAND.COM, FORMAT.COM and SYS.COM. You also need your BASIC disk, with the files BASICA.COM. First load DOS, then insert the working copy of Disk Tools and at the A prompt type EXPERT and press Enter. When the program loads, you will be prompted for the appropriate disks. If you have followed the instructions correctly, you will see the opening screen and the Main Menu. To choose a section, simply enter the corresponding number and press the Enter key. You have to install Disk Tools only once on your computer. After you have installed it you can always load it by typing EXPERT at the A prompt.

Note for Hard Disk Users: Install Disk Tools on your disk drive(s) first, then copy the disk into a subdirectory. If you have only one drive, you will need to swap disks several times.

3. The Main Menu Options

The following programs are separate menu options on the Disk Tools main menu. Each program was designed to simplify general disk utilities. The Apple version of the program follows a different sequence.

1. Delete A File From Disk

Insert the disk that you want to delete from. Enter the file name and press RETURN. Confirm that the name is correct by pressing Y. IBM Users: You will see a sub menu and you can go through an alphabetical listing of the files on the disk. To change the drive, enter S. To forward to the next file, press the spacebar. Pressing CTRL D will delete the file.

Before you delete the file, make sure that this is really the file that you want to delete. Pressing Q or CTRL C will always bring you back to the Main Menu.

2. Rename A File On Disk

Insert the disk that has the file on it that you want to rename. Enter the current file name and press RETURN. Then enter the new name. Confirm that the name is correct by pressing Y.

IBM Users: Choose R from the sub menu, then enter the new name of the file. Remember that a file name in DOS consists of the one or two parts. The root name and the extension.

root name (1 to 8 characters long)
 ↓
 COMMAND.COM
 period if using an extension
 ↓
 extension (0 to 3 characters long)
 ↓

Also note that some special characters and punctuation symbols are not allowed.

3. Copy A File To Another Disk

Insert the Tools disk. Disk Tools will prompt you to enter the name of the file to copy. Then it will ask you to insert the disk you want to copy the file to and confirm that you wish to proceed by pressing Y.

IBM Users: Enter C at the sub menu prompt. Disk Tolls will ask you for the destination drive. A destination drive can be B or C. If the file already exists on the destination disk, Disk Tolls will ask you if you want to replace it. The file will then be overwritten.

Disk Tools	
[1]	Delete A File From Disk
[2]	Rename A File On Disk
[3]	Copy A File To Another Disk
[4]	View Disk Directory
[5]	Print Disk Directory
[6]	Read A Disk Block
[7]	Rename A Disk
[8]	Copy An Entire Disk
[9]	Format A Disk
[10]	Sequential File Dump (Printer)
[11]	Lock A File
[12]	Unlock A File
Select Option Number (1 - 12) ==>	

4. View Disk Directory

This program will display all the file names on a disk. Place the disk with the directory you want to view into the drive. The disk name is shown on screen as well as the file names, file types and file sizes.

5. Print Disk Directory

This option will print out all the file names on a disk. Place the disk with the directory you want to print out into the drive. Be sure the printer is loaded with paper. The same information that is displayed above is printed out.

6. Read A Disk Block

You'll be prompted to enter the disk block and the sector to examine. Then the contents of that sector will be displayed. This is useful for examining a disk for bad sectors and to see how your data was placed on disk. You can also jump to a linked block by pressing the J key.

7. Rename A Disk (Commodore)

Rename a Subdirectory (Apple, IBM)

The name of a disk can be renamed using this program. Insert the disk to rename and press RETURN. The current name will be displayed. Enter the new name and confirm the change by pressing Y. Apple and IBM Users: A subdirectory can be renamed by the name of the new subdirectory.

8. Copy An Entire Disk

A back up copy of all files on a disk can be made using this program. Note that to use this option you need to insert the master disk into the drive to load the copy routine into memory. Then follow the prompts for inserting the source and destination disks. Commodore Users: After the copy is made, you'll need to reload Disk Tools. IBM and Apple Users: Please note that you need to format your disk first before you copy your files.

9. Format A Disk

This option will format, or prepare, a disk for storing information. Insert a disk which does not contain any information that you wish to keep because formatting it will erase all information on the disk. Enter the name you want to call the disk. (For the Commodore format, you must

also enter a two digit code.).

10. Sequential File Dump (Printer)

Use this option to print out the contents of a file that is stored sequentially on disk. This is useful for making listings of otherwise unlistable data. You can examine the print out to see if the data was stored correctly. Insert the disk with the file to be print and enter the file name as prompted.

11. Lock A File

You can protect an important file from being erased by locking it. Insert the disk with the file you want to lock, enter the file name and press RETURN.

12. Unlock A File

Of course at some point you'll want to unlock the files you have protected. The procedure is the same as locking a file.

4. General Care of Equipment

Computer hardware will generally give you years of trouble free performance. With few movable parts and highly reliable components, computers and monitors will usually operate without malfunction with little maintenance. Mechanical hardware like printers and disk drives may be more prone to going out of alignment. There are some things you can do to protect information stored on disk and to care for your hardware.

Back up the disks

The first insurance against losing your data is to make a back up copy of it. A back up is an exact replica of the original disk. Most people make a back up copy every time they use the program. That means if you try to retrieve a file and it won't load, you can go back to the previous back up copy and load it.

Little, if any information is lost. Some people even use two different disks for back up copies. On Monday they'll use disk #1; on Tuesday disk #2; and alternate each time. That protects you if the original disk

fails and the back up disk you are using is defective.

Be Careful!!!

Disks are vulnerable to dust particles, dirt, pollutants, fingerprints, heat, cold, magnetic fields, smoke, and anything else that might prevent the drive from reading the information on the disk.

Disks live in fear of seemingly innocent aspects of our environment. You know the paper clip holder with the magnet at the top that makes the clips stick to it? Lean a disk against that for a major wipe out.

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